



Back to School

Pupil & Parent
Information pack
for a safe return to
School – September
2020

Abu Bakr Primary School

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Friday 28th August 2020

Dear Parents/Guardian,

Assalamu alaykum

Re-opening of the School – September 2020

I hope this letter finds you in the best of health and imaan. Aameen

I would like to inform you of the provisions that we have put in place for our safe return to school for September 2020. As you will be aware the government is committed to all pupils returning to school and have launched a 'Back to School Safely' campaign. We have designed our provisions to meet the needs of our pupils, staff and parents, including how to best manage in our buildings and grounds.

I hope the **attached document** will give you some indication of the safety procedures we are putting in place to ensure we follow government guidelines for a safe re-opening of Abu Bakr Primary School to all our pupils.

We ask parents to review the information enclosed with your child, and discuss the importance of adhering to the protocols whilst on the school site, especially with regards to washing hands regularly, changes to the school day. We will of course inform our pupils of the changes and the impact this will have on them on their return to school, however, your support in reiterating these protocols will be hugely appreciated, and will help keep everyone safe at school.

Please do make sure you check the schools website regularly as we will be issuing a number of further updates and offering further guidance over the next few days.

We look forward to seeing all pupils back in school over the next few weeks.

Jazak'Allah

Risk Assessment

We have updated our Risk Assessment to ensure the safety and wellbeing of all our pupils, staff and the school community, and will be regularly reviewed based on government guidance and regulations. This will be made available to you via HUB.

Dates for the start of term

Mon 31 st August 2020	Bank holiday (School closed)
Tue 1 st September 2020	Staff training day 1 (no pupils onsite)
Wed 2 nd September 2020	Staff training day 2 (no pupils onsite)
Thu 3 rd September 2020	Induction for Reception Only
Fri 4 th September 2020	Induction for Reception Only
Mon 7 th September 2020	First day back for all other pupils

For the first 2 weeks Reception classes will be completing their transition period, so times may vary and parents have been notified of this in a previous letter.

Entries/Exits

The timings of the school day will be staggered between the key stages to reduce large groups on the school site at the beginning and end of the school day.

Reception	8.40 am – 3.00 pm
Year 1	8.40 am – 3.00 pm
Year 2	8.40 am – 3.00 pm
Year 3	8.50 am – 3.10 pm
Year 4	8.50 am – 3.10 pm
Year 5	8.50 am – 3.10 pm
Year 6	8.50 am – 3.10 pm

Pupils are required to be in their classes for the above times ready for registration to commence. Gates will be open 10 minutes before registration.

Note: School will finish at 12.15 on Fridays

A one way system around school will be in place. Entrance to the school will be via the main gates on Wednesbury Road (green gates) and exit will be via the car park gates. **Only parents of pupils in Reception, Year 1 and Year 2 will be allowed on site to escort their child to the class door. Pupils in all other years should be escorted by the parents to the green gates ONLY.** At collection time parents will be expected to line up outside their child's class in a single file adhering to social distancing rules. Only **one** parent/carer should come to drop off and pick up their child. We also ask as a matter of courtesy for **adults to wear face coverings** when sending and collecting your child from school as the playground will get busy even though we have staggered start and end times for each year group

The School Day

- To comply with the DfE's regulations, pupils will be taught in Year Group 'bubbles'
- Children will not be able to mix with pupils from other year groups, with the exception of Years 5 and 6, as they share the same entrance, exit and corridors.
- A member of staff will remain with the year group throughout the day
- Children in the 'bubble' can interact with other children within their Year Group bubble.
- The regular teaching timetable will operate as usual, however there will be a staggered start and end to the day as well as staggered break and lunch times. During lunchtimes pupils will sit with their own classes and will then go to their own sectioned area of the playground for their playtime with their class teacher. Pupils requiring additional support will be escorted into the lunch hall with their 1-1 TA. Each class will have a dedicated lunchtime supervisor.
- Full school uniform must be worn daily; on days where pupils have PE, they should come to school wearing the school PE kit.
- Pupils in years 1 -6 are asked to bring in their own stationary which will be used only by the child. Any shared resources or play equipment will be sanitised after each use.
- Developing a home learning route with parents in case of further local/ national lockdowns.
- Until further notice, parents in KS2 will not be allowed at the classroom doors; therefore all communication with your child's class teacher will take place via email, telephone or by appointment only.

Curriculum Information

We will be delivering a full curriculum when pupils return back, however there will be some changes to factor in the time and learning compromised due to the pandemic. Our focus for our pupils for the first half term will be:

- Pupils understand the new routines on hygiene and safety.
- Pupils feel safe and happy in school

- Some early assessment to ascertain any gaps in learning after such a period of not being in school.
 - Modify curriculum to suit the needs of our pupils. Any changes will be communicated to parents accordingly.
 - Supporting pupils with transition, building relationships and wellbeing staff will have received training on how best to support our pupils.
 - Developing a home learning route with parents in case of further local/ national lockdowns.
- Curriculum delivery will be reviewed in October

Attendance and guidance

From September pupils' attendance will be mandatory and the usual routine and rules will apply. With the recent disruption to school life, it is increasingly important that attendance will be a great focus for us. If your child is not attending school for any reason then you must notify the school office of the absence via phone or email. However, due to the circumstances we are in, there will be times when your child will not attend school due to coronavirus (Covid 19). It is our responsibility to ensure we have measures in place to protect all members of the school community, pupil's health and the health of their families is important for us, therefore we must all adhere to the guidance below:

- If a pupil has symptom of COVID-19 however mild, they must self-isolate for at least 10 days from when their symptoms started. They should arrange to have a test to see if they have COVID-19.
- If a pupil tests negative and if they feel well and no longer have symptoms similar to coronavirus (COVID19), they can stop self-isolating and return to school.
- If they have tested positive then they must continue to stay off school for the remainder of the self-isolation period.
- If they are not experiencing symptoms but have tested positive for COVID-19 they also must self-isolate for at least 10 days, starting from the day the test was taken. If they develop symptoms during this isolation period, they must restart their 10-day isolation from the day they develop symptoms.
- After 10 days, if they still have a temperature they should continue to self-isolate and seek medical advice.
- If one member of the household has symptoms then all other household members must stay at home and not leave the house for 14 days. The 14-day period starts from the day when the first person in the household became ill or if they do not have symptoms, from the day their test was taken. If anyone else in the household starts displaying symptoms, they must stay at home for at least 10 days from when their symptoms appear, regardless of what day they are on in their original 14-day isolation period.
- If a member of the household has symptoms and the pupil has been self-isolating as a result but the member of the household subsequently tests negative, the pupil can stop

self-isolating and can return to school. If the household member tests positive, the pupil should continue self-isolating for the full 14 day from when the member of their household first had symptoms.

- If a pupil is absent from school due to any of the circumstances above then you must inform the school that this is the case. A separate attendance code relevant to COVID-19 has been established to allow outbreaks to be monitored and also to not negatively affect a pupils attendance record.

Children who are feeling ill whilst at school

- If a child falls ill, they will be removed from the classroom and placed into the medical room by a first-aid trained staff member wearing appropriate PPE; the room will be ventilated, the child will be monitored (including temperature checks) whilst taking any necessary actions
- Any medication given will be administered in accordance with the Administering Medications Policy.
- Parents/Carers will be contacted immediately.
- There will be an identified toilet for this child to use which will be thoroughly cleaned after the child goes home.
- The remaining children will be taken to an alternative classroom until the classroom can be cleaned thoroughly.

Mental Health Support

We understand this has been a very difficult period for a number of reasons and some of our pupils and families may require some additional support as they re-adjust to school life. There will be several measures put into place to support the emotional needs of our children and our families. The first part of the half term will be devoted to supporting the well-being of our children. This will include PSHE/wellbeing sessions delivered within form times and PSHE Lessons and all staff being trained on signs to look for to support with mental health and well-being. Our Welfare Officer and Welfare Support staff (all whom are trained in 'Children and Young Peoples Mental Health') and other trained mentors/staff are available on site to help any pupil with this, pupils will be informed regularly as to how to access this support as well as being signposted to areas of support outside of school where this is appropriate.

Appointments and visitors to school

No adults will be allowed on-site except in rare cases through an authorised appointment - site protocols will be explained prior to such a visit. Where possible all meeting with staff in school will take place virtually (Teams/Zoom) or over the telephone. Appointments need to be made in advance to ensure all safety protocols are followed. Families are not encouraged to gather at the school gates before or after school. In the event of a child being ill in school,

parents will be contacted with details of pick up point. We expect parents and guardians to collect their child promptly/within the soonest time possible-however we will not allow other pupils to leave school site early even if there are car share issues.

We recognise that some of you may have some concerns about your child returning to school and that yet another change will be unsettling for some children. We also understand that the past couple of months will have been challenging for many families. If you would like to talk to us about your child and any concerns you have about their return to school, please – in the first instance please email your child's class teacher.

Although we anticipate September to be a challenging and anxious time for all, we are looking forward to the return of our pupils and staff. To manage this safely and effectively we request that parents read the guidance above carefully; these measures have been put in place for the safety of our school community.

We thank you for your continued support during this time.

Walaykum Sallaam

Maulana M. Ramzan
Executive Headteacher

Frequently Asked Questions - FAQs

1. What time will my child come to school on the first day?

Pupils will come to school as if it is a normal day. The new times are included in this pack as is the academic start date of each specific year group

2. I don't feel comfortable about sending my child to school. Do they have to attend?

The Government guidance states that attendance is compulsory. The exception to this is that if your child, or a member of the household, is showing any Covid 19 symptoms they must self-isolate and notify the school immediately

3. How will the school be helping my child to catch up with missed learning?

In addition to the distance learning and online classes that took place from home in April, plans are in being put place to help your child close any knowledge gaps that they may have. More detailed information will be available at the start of term.

4. Will my child have to social distance away from other pupils?

Government guidance states that pupils within each bubble (i.e a year group) do not need to social distance from each other when in school. However, they must not mix with other pupils from another year group whilst in school. Detailed plans are in place to ensure that pupils keep their distance from other pupils.

5. What are the arrangements for lunchtime?

Each year group will have a 30 minute lunch time, separated from other year groups. Pupils will be encouraged to go outside during lunch and break times (barring inclement weather) therefore appropriate outer clothing must be worn in line with uniform policy.

6. Does my child have to wear school uniform?

All pupils must wear the correct Abu Bakr Primary School uniform. Please refer to the uniform policy.

7. Why can more children now return to school?

The government's decision is based on the following thinking:
Since the decision was made to close schools for statutory provision, our understanding of the virus and its longer-term impacts has continued to develop. We

know that we are going to have to live with it for some time and it will remain our biggest challenge for the foreseeable future. Although it is not possible to ensure a totally risk-free environment, research tells us that staff in educational settings tend not to be at any greater risk from the disease than many other occupations. There is also no evidence that children transmit the disease any more than adults. Taking into account the improved situation we now find ourselves in, the balance of risk is now overwhelmingly in favour of children returning to school. Being out of school is detrimental for children's short and long term academic development and their health and wellbeing, particularly for disadvantaged children. We know that lower academic achievement also translates into long-term economic costs. We also know that school closures have affected some families' ability to work. Getting our learners back into school as quickly and as safely as possible will bring positive benefits on a number of fronts not least their mental and emotional wellbeing.

8. What is the classroom size for classes?

Class sizes will vary according to your child's teaching group, option subject and year group but will be a maximum of 22 pupils.

9. How will you limit the risk of infection for my child?

We have carried out a detailed risk assessment ahead of September re-opening and a comprehensive programme of measures to limit the risk to staff and children including:

- Rearrange classrooms - ensuring desks and chairs are all forward facing.
- Minimal mixing of different year groups - children will generally stay in their year group bubbles.
- New access/entry points for year groups which will allow students to enter, leave and manoeuvre inside and outside the school building within their bubbles
- Cleaning hands more often than usual - wash hands thoroughly for 20 seconds with running water and soap and dry them thoroughly or use alcohol hand rub or sanitiser ensuring that all parts of the hands are covered. .
- Ensuring good respiratory hygiene - promote the 'catch it, bin it, kill it' approach in every classroom.
- Cleaning frequently touched surfaces more often

10. How will I drop off and collect my child?

Please try to social distance from other parents at the school gates, even if this means waiting further away. Try to drop your child as near to their start time as possible. Please avoid car sharing with children from other year groups.